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Note on the annual reports of the funds and programmes and their Executive Boards

SUMMARY

During its third regular session of 1994, the Executive Board held preliminary discussions on the type of report to be prepared for the Economic and Social Council as called for in paragraph 29 of the annex to General Assembly resolution 48/162 of 20 December 1993 and paragraph 7 of Economic and Social Council resolution 1994/33 of 28 July 1994. Subsequently, the secretariats of the Executive Boards of the United Nations Children's Fund, the United Nations Development Programme and the United Nations Population Fund, as well as the secretariat of the World Food Programme, met to discuss the best means to meet the requirements of those resolutions. The present document contains the jointly prepared note on the subject and reflects the understanding of the four secretariats.

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I. GENERAL ASSEMBLY RESOLUTION 48/162

1. In paragraph 29 of the annex to its resolution 48/162 of 20 December 1993 the General Assembly decided that in order to ensure the effective and efficient interaction between the Assembly, the Economic and Social Council and the individual Executive Boards, each Board would submit an annual report on its programmes and activities to the Council at its substantive session. The report would include a section which follows a common structure on the basis of specific areas designated by the Council or the Assembly.

II. ECONOMIC AND SOCIAL COUNCIL RESOLUTION 1994/33

2. The wording of paragraph 29 of resolution 48/162 needed further clarification, which has since been provided by the Economic and Social Council in paragraph 7 of its resolution 1994/33 of 28 July 1994 entitled "Operational activities segment of the Economic and Social Council", in which the Council requested the United Nations development funds and programmes, through their Executive Boards, to include in their annual reports to the Council, which should have a common structure: (a) a section outlining measures taken in the implementation of the provisions of the triennial policy review of operational activities; and (b) a section on the activities and measures undertaken within the designated theme for the high-level meeting of the operational activities segment.

III. INTERPRETATION OF THE STIPULATIONS IN GENERAL ASSEMBLY RESOLUTION 48/162 AND ECONOMIC AND SOCIAL COUNCIL RESOLUTION 1994/33

3. The stipulations in resolutions 48/162 and 1994/33, as quoted above, may be given the following interpretation: each fund and programme will, through its Executive Board, submit an annual report on its programmes and activities to the Economic and Social Council. The annual report will include sections as set out in paragraph 7 of Economic and Social Council resolution 1994/33, which should have a common structure.

IV. THEMES FOR THE 1995 HIGH-LEVEL MEETING

4. By its decision 1994/293 of 28 July 1994, the Economic and Social Council decided that the high-level meeting of the operational activities segment of its substantive session of 1995 would consider as a principal theme the implementation of the programme of action adopted by the International Conference on Population and Development. Other themes, including the outcome of the World Summit on Social Development, could also be considered by the high-level meeting.

V. PROPOSED FORMAT AND CONTENT

5. On the basis of the above-mentioned resolutions and decision, the secretariats of the Executive Boards of the United Nations Children's Programme (UNICEF), the United Nations Development Programme (UNDP) and the United Nations Population Fund (UNFPA), as well as the secretariat of the World Food Programme (WFP) (WFP will establish an Executive Board later in accordance with resolution 48/162), discussed on 1 November 1994 ways to meet the requirements of the resolutions of the General Assembly and the Economic and Social Council. They agreed to proceed on the following understanding:

(a) One part of the annual report of each executive head to his/her Executive Board will also be the report to the Economic and Social Council. As a result, this part of the annual report will carry both an Executive Board document symbol and an Economic and Social Council document symbol (UNICEF already uses Economic and Social Council symbols for its Board documents);

(b) It will contain the sections requested by the Economic and Social Council:

(i) A section outlining measures taken in the implementation of the provisions of the triennial policy review of operational activities;

(ii) A section on the activities and measures undertaken within the designated theme(s) for the high-level meeting of the operational activities segment (in 1995, the implementation of the programme of action adopted by the International Conference on Population and Development is designated as a principal theme; other themes, including the outcome of the World Summit on Social Development, could be considered);

(c) The general format of these two sections of the report, which will have a common structure, will be discussed with the Bureaux of the Executive Boards;

(d) Each Executive Board will, at its annual session, consider these sections as distinct agenda items;

(e) The Executive Board's comments and recommendations relating to these sections will be submitted to the Economic and Social Council as a clearly identifiable part of the report on the annual session of the Board;

(f) The reports on the sessions of the Executive Boards since July 1994 (covering three regular sessions and the annual session of 1995) will be submitted to the Economic and Social Council at its substantive session of 1995 following the same procedure as in 1994;

(g) A section summarizing the relevant recommendations of the Executive Boards will be included in the annual report of the Secretary-General to the operational activities segment of the Economic and Social Council (para. 5 (a) of Council resolution 1994/33);

(h) A short analytical overview of reports on the work of the funds and programmes, highlighting common themes, trends and problems, will also be included in the annual report of the Secretary-General to the operational activities segment of the Economic and Social Council (para. 5 (e) of Council resolution 1994/33);

(i) The secretariats of the Executive Boards may provide valuable input to the two chapters of the annual report of the Secretary-General to the operational activities segment of the Economic and Social Council mentioned in paragraphs 5 (g) and (h) above.